## Policy for Recertification/Recovery Testing

1. Whereas the "Rules and Regulations for Wyoming Emergency Medical Services Act of 1977" W.S. 33-36-101(2008 Revision), Chapter 8, Section 1, (c) state:

"Recertification examinations for all levels of attendant shall be scheduled on a regional basis during the one hundred fifty (150) days prior to the expiration of the certification period. A maximum of two (2) attempts to pass the test are allowed. Any retest must be completed within sixty (60) days after receipt of notice of failure. Individuals failing two (2) attempts shall be required to repeat the entire training course specific to their category in order to be eligible for further testing or certification."

- 2. W.S. 33-36-110(d) grants the Office of EMS the authority to waive the educational and training requirements when it is deemed to be in the best interest of the state.
- 3. An individual that has failed both attempts at the Annual Recertification Exam may apply for a waiver of the educational requirement to repeat the entire course of instruction. Individuals applying for the waiver must have satisfied and documented all other renewal requirements. Requests for waivers must be submitted in writing.
- 4. Individuals requesting a waiver must complete a minimum number of hours of remediation prior to testing:
  - EMT-Basic a minimum of 12 hours to include medical terminology, anatomy and physiology, the management of medical and traumatic emergencies, and assisted medications.
  - EMT-Intermediate a minimum of 12 hours in each evaluated module with two documented failures.
  - Paramedic a minimum of 60 hours of instruction to include medical terminology, anatomy and physiology, the management of medical and traumatic emergencies, cardiology and pharmacology.
- 5. Remediated instruction must be validated by the individual's service director or training officer AND the Physician Medical Director. This validation will be documented through a letter specifying who conducted the remediation, the topics and hours covered and when the remediation was conducted. The validation letter will be cosigned with original signatures by the service director or training officer and the Physician Medical Director.
- 6. On submission and verification of remedial testing, the requesting individual must contact the Office of EMS and schedule an appointment for retesting. All testing done under this policy will be conducted in the Cheyenne Office.
- 7. Under waivers granted through this policy, an individual will be granted two additional attempts to pass the recertification exam.
- 8. Pending failure of these two additional attempts, no further waivers will be granted.